**October 18, 2016**

**MINUTES OF TOWN OF MAXTON, NORTH CAROLINA**

**BOARD OF COMMISSIONERS**

The Board of Commissioners of Maxton, North Carolina met in Formal Session in the Meeting Chamber of the Town of Maxton Town Hall located at 231 McCaskill Avenue Maxton, North Carolina at 7:00 p.m.

**ATTENDANCE**

**Present:**

Mayor Emmett Morton, Mayor Pro Tem Virgil Hutchinson, Commissioner Elizabeth Gilmore, Commissioner James McDougald, Commissioner Paul McDowell, Town Manager Kate Bordeaux, Town Attorney Nick Sojka, Town Clerk Jacqueline Johnson, and Town Police Chief Tammy Deese.

**Absent:**

None

**FORMAL SESSION**

Mayor Morton called the meeting to order, welcomed everyone, and the matters below were addressed.

The invocation was given by Commissioner McDougald.

**Adoption of Proposed Agenda**

Mayor Morton requested a motion to adopt the proposed agenda. Commissioner McDougald moved that the Board approve the proposed agenda, Commissioner McDowell seconded the motion, and the motion was unanimous approved.

**Approval of Consent Agenda**

1. Minutes from Board Meeting September 20, 2016
2. Tax adjustments – None

Mayor Morton requested a motion to approve the consent agenda. Commissioner McDougald moved that the Board approve the proposed agenda, Commissioner McDowell seconded the motion, and the motion was unanimous approved.

**Approval of New Town Manager Contract**

Mayor Morton requested a motion to approve the new Town Manager’s contract. Commissioner McDowell moved that the Board approve the contract, Commissioner Gilmore seconded the motion, and the motion was unanimous approved.

**Induct New Town Manager- Kate S. Bordeaux**

Mayor Morton invited Town Clerk Jacqueline Johnson to swear in new Town Manager Kate S. Bordeaux with the Town of Maxton Oath of Office.

 **October 18, 2016**

**RECOGNIZATIONS**

**Honor- Mayor Pro Tem Margaret Gilchrist**

Mayor Morton briefly spoke of the death of Mayor Pro Tem Margaret Gilchrist and asked everyone to share a moment of silence in honor of Mayor Pro Tem Margaret Gilchrist.

**Employee of the month**

Town Manager Bordeaux presented Town Tax Collector Angela Pitchford with a plaque for employee of the month.

**Schools**

No speaker was present.

**PUBLIC FORUM**

* Ray Oxendine briefed the Board on the Veterans Day program that will be held on November 11, 2016 at 11:00 a.m. at the Maxton Museum.
* Joyce McRae, President of the Maxton Chamber of Commerce, briefly spoke about the cancer walk on November 5, 2016 at Beachum Park from 8:00 a.m. - 4:00 p.m. She invited everyone to take part in support cancer month.
* Lillye Dumas from the Brooklyn Community thanked the clean-up of the town after the storm.
* Willis Sullivan spoke on the clock repairs and how Mayor Pro Tem expressed her concerns of the clock not running. He further stated that she requested his assistant in repairs and operating of the clock.
* Mabel McKoy expressed her sympathy for the storm victims. She thanked the Town of Maxton and FEMA for their support to the storm victims. Additionally, she shared that she volunteered to help the storm victims.
* Jennie Lowe, employee of the Scotland County DSS, discussed that the State has not released the food stamps for the residents who are not current recipients. For residents who currently receive food stamp benefits, the benefits will automatically be posted to their card.

Mayor Morton closed the public forum.

**OLD BUSINESS**

1. **Request for Proposal (RFP) – Burch Property on Graham Street**

Mayor Morton requested a motion for Town Attorney Nick Sojak to write up the RFP to be sent out for bid. Commissioner McDowell moved that the Town Attorney prepare the RFP, Commissioner McDougald seconded the motion, and the motion was unanimous approved. Mayor Morton requested that Town Manager Bordeaux be provided the RFP from the Town Attorney and proceed with advertising the RFP.

1. **Beautification Committee**

Mayor Morton tabled the Beautification Committee until the November Commissioners Meeting so that more information from the Committee could be submitted to the Board.

**October 18, 2016**

**NEW BUSINESS**

1. **Appoint Mayor Pro Tem**

Mayor Morton opened the floor to appoint a Mayor Pro Tem. Commissioner McDowell nominated Commissioner Hutchinson. There were no further nominations. Commissioner McDougald seconded the motion, and the motion was unanimous approved.

1. **Maxton Housing Authority-appointment**

Mayor Morton reappointed Minnie Miller to the Maxton Housing Authority Board.

1. **Library Board – reappointment**

Mayor Morton tabled the reappointment until the January Commissioners Meeting due to the term expiring in December 2016.

1. **Approval for Kate Bordeaux authority to be added to signature card at bank**

Mayor Morton requested a motion to approve Town Manager Kate Bordeaux to be added to the bank signature card. Mayor Pro Tem Hutchinson moved to approve the signature, Commissioner McDowell seconded the motion, and the motion was unanimous approved

1. **Budget amendment to increase revenue and expense by $9880.00**

Mayor Morton requested a motion to amend the budget to increase the revenue and expense by $9880.00 for reimbursement from two car accidents that caused damage to town fire hydrants. Commissioner McDougald moved to approve the budget amendment, Mayor Pro Tem Hutchinson seconded the motion, and the motion was unanimous approved.

 **October 18, 2016**

**PROCLAMATION**

**Proclamation of State of Emergency**

Mayor Morton requested a motion to approve the State of Emergency Proclamation. Commissioner Gilmore moved to approve of the Proclamation, Commissioner McDougald seconded the motion, and

the motion was unanimous approved.

**PROCLAMATION**

**TOWN OF MAXTON**

**PROCLAIMING A STATE OF EMERGENCY**

**WHEREAS**, Hurricane Matthew has brought serious problems to the community, many of which pose health and safety hazards for our citizens; and,

**WHEREAS**, it is imperative that the Town of Maxton take the necessary steps to protect lives, safety, and property of its citizens; and

**WHEREAS**, The Town of Maxton feels like, in order to provide for orderly restoration of the community, the following prohibitions are necessary and are hereby declared to be in force immediately for all areas located within the corporate limits:

1) Traveling upon any public street or roadway or upon any other public property, except by those in search of medical assistance, food or other commodities or services necessary to sustain the well-being of themselves or their families or some member thereof, or medical personnel, and their support staff, traveling to and from their respective places of practice, individuals assisting in caring for the sick or wounded, etc., other emergency related workers, or individuals helping with cleanup and restoration.

2) The participation in or carrying on of any business activity or keeping open any places of business, places of entertainment, and any other public places to or from which people may travel or at which they may congregate.

3) Any other activities or conditions not specifically mentioned in this proclamation, but which may be determined to be necessary to maintain an orderly restoration process, and/or protect the lives, safety or property of the community.

4) In order to more effectively protect the lives, safety and property of the people within the city, the mayor is authorized to define and impose a curfew applicable to all persons within the jurisdiction of the city.

**SIGNED AND ORDERED** this the day of **18th** day of October, 2016.

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 Emmett Morton, Mayor Jacqueline M. Johnson, Town Clerk

A copy of the proclamation is on file with the Clerk to the Board

 **October 18, 2016**

**Declaration of a State of Emergency**

Mayor Morton requested a motion to approve the Declaration of the State of Emergency. Commissioner McDougald moved for approval of the Declaration, Commissioner Gilmore seconded the motion, and the motion was unanimous approved.

 **TOWN OF MAXTON**

**DECLARATION OF A STATE OF EMERGENCY**

**WHEREAS,** Hurricane Matthew**;** and

**WHEREAS,** as a result of the above-described disaster, I have determined that there is an imminent threat of, or existing conditions have caused or will cause, widespread or severe damage, injury, or loss of life or property, and public safety authorities will be unable to maintain public order or afford adequate protection for lives or property; and

**WHEREAS,** declaring a State of Emergency and imposing the restrictions and prohibitions ordered herein is necessary to maintain order and protect public health, safety, and welfare, and to secure property.

**NOW, THEREFORE**, pursuant to the authority vested in me as Mayor Emmett Morton, and the Board of Commissioners, of The Town of Maxton under Article 1A of Chapter 166A of the North Carolina General Statutes and Chapter GS 166A-19-20 of the Town of Maxton Code of Ordinances:

**Section 1.** A State of Emergency is hereby declared within the jurisdiction of The Town of Maxton.

**Section 2.** The emergency area covered by this state of emergency shall be the Town of Maxton and the extraterritorial jurisdiction area (ETJ)

**Section 3.** The following restrictions and prohibitions are imposed: Traveling upon any public street or roadway or upon any other public property, except by those in search of medical assistance, food or other commodities or services necessary to sustain the well-being of themselves or their families or some member thereof, or medical personnel, and their support staff, traveling to and from their respective places of practice, individuals assisting in caring for the sick or wounded, etc., other emergency related workers, or individuals helping with cleanup and restoration.

 A **Curfew**: The Town of Maxton curfew was in effect on Sunday October 9, 2016 from 8:00pm to 8:00am curfew was lifted on Friday October 14, 2016

 B. **Business Operations**: The Town of Maxton operations of businesses and commercial establishments, restricted hours of operation was effected Sunday October 9, 2019 from 8:00pm till 8:00am and lifted on Friday October 14, 2016 to normal operations hours,

 c. **Alcohol**: The Town of Maxtonrestrictions on the possession, transportation, sale,purchase, and consumption of alcoholic beverages was restricted on Monday October 10, 2016 from 6:00pm until 9:00am back to normal sales on Friday October 14, 2016

**Section 4**. I hereby order all city law enforcement officers and employees and all other emergency management personnel subject to our control to cooperate in the enforcement and implementation of the provisions of this Declaration, all applicable local ordinances, state and federal laws, and the Town of Maxton Emergency Operations Plan.

**Section 5.** I hereby order this declaration: (a) to be distributed to the news media and other organizations calculated to bring its contents to the attention of the general public; (b) to be filed with Clerk to the Town of Maxton and (c) to be distributed to others as necessary to ensure proper implementation of this declaration.

**Section 6.** This declaration shall take effect on **October 7, 2016** at **11:00pm** and shall remain in effect until modified or rescinded.

 **DECLARED** this the\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Mayor, Emmett Morton

**ATTEST**:

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Jacqueline M. Johnson, Clerk

A copy of the declaration is on file with the Clerk to the Board.

 **October 18, 2016**

**REPORTS**

Town Police Chief

Chief Deese briefly discussed that the PALS program has begun and is currently taken applications. 15 slots are still available to have a total of 50 children in the program.

Chief Deese was pleased to announce that the Town of Maxton had no injuries or deaths reported during Hurricane Matthew. Two Maxton businesses were broken in during Hurricane Matthew and the Maxton Police Department is currently investigating the break ins.

The Maxton Police Department is scheduled to have the operation medicine drop at the Maxton Police Department on October 22, 2016 from 8:00a.m.-6:00p.m. Chief Deese asked that if residents have expired or unwanted medicine to bring these items to the Police Department to be disposed.

Town Manager

Town Manager Bordeaux gave information about her background. She further stated a few of her ideas for the vision of Maxton and she looks forward to working with the residents to make Maxton a good place to live

**October 18, 2016**

**Adjourn**

Mayor Morton requested a motion to adjourn the meeting. Commissioner McDowell moved to adjourn, Commissioner McDougald seconded the motion, and the motion was unanimous approved.

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 Emmett Morton, Mayor Jacqueline Johnson, Town Clerk